

Missouri Public Service Commission

EFIS – Search for Company Address Information

To view the filings and/or case list for a specific company, the user does not have to be logged on to EFIS.

1. From the Welcome screen, click the '**Resources**' menu option
2. Select the '**Company Contact Address Query**' link to continue to the '**Resources**' screen.



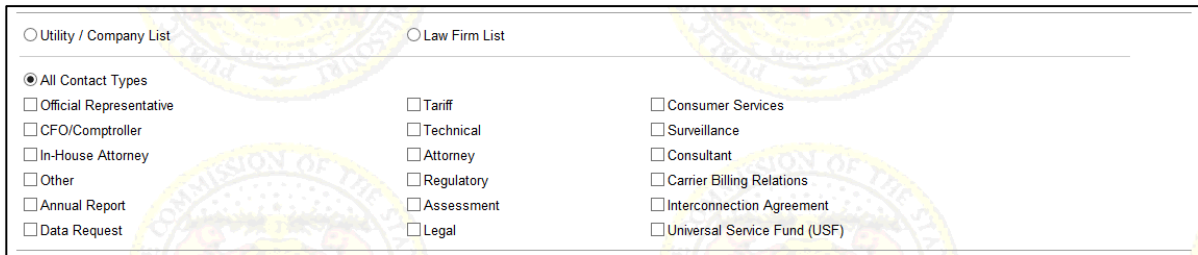
3. Beside '**Utility Type**', select the applicable utility type from the drop-down list.
4. Beside '**Utility Subtype**', select the applicable utility subtype from the drop-down list, if known. If unknown, do not select any subtype from the drop-down list.
5. Beside '**Company Name**', select the applicable company from the drop-down list.
6. Beside '**Registration**', select the applicable radio button. The default is set on '**Certificated**'.
 - a. **Certificated** = a utility company who holds a Certificate of Convenience and Necessity or obtained a Video or IVolP Provider Registration with the Commission.
 - b. **Decertificated** = a company who once held a Certificate of Convenience and Necessity or obtained a Video or IVolP Provider Registration with the Commission, but whose Certificate of Convenience and Necessity or Registration has since been cancelled.
 - c. **Never Certificated** = a company who has never held a Certificate of Convenience and Necessity or has never obtained a Video or IVolP Provider Registration with the Commission.
 - i. Companies with pending applications for a certificate will be classified under 'Never Certificated' until their application is approved.
 - ii. Any company who files in EFIS is required to create a company registration in EFIS. Therefore many non-regulated companies and individuals may appear under this classification.
7. Beside '**Status**', select the applicable radio button. The default is set on '**Active**'.
 - a. **Active** = a company with an active company registration in EFIS. Does not imply that a company is operational.
 - b. **Inactive** = a company with an inactive registration in EFIS. Does not imply that the company is no longer in operation.
8. Beside '**Reporting Type**', select the applicable radio button. The default is set on '**All**'.

A screenshot of the 'Resources' page in the EFIS web application. The page contains a search form with the following fields: 'Utility Type' (set to 'Electric'), 'Utility Subtype' (set to 'Select'), 'Company Name' (set to 'Electric Missouri, Inc.-Investor(Electric)'), 'Registration' (radio buttons for 'Certificated', 'Decertificated', and 'Never Certificated', with 'Certificated' selected), 'Status' (radio buttons for 'Active', 'Inactive', and 'Both', with 'Active' selected), and 'Reporting Type' (radio buttons for 'All', 'SOR', and 'AR', with 'All' selected). A note at the bottom states: 'Note: SOR/AR denotes companies required to submit Statement of Revenue/Assessment or Annual Report'.

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9. If the user just needs the company's address information, select the radio button in front of '**Utility/Company List**', if the company is a utility company or select the radio button in front of '**Law Firm List**', if the company is a law firm.
10. If the user needs to view all contact types for the specified company, select the radio button in front of '**All Contact Types**'.
11. If the user needs a specific contact type, check the box in front of the applicable contact type.

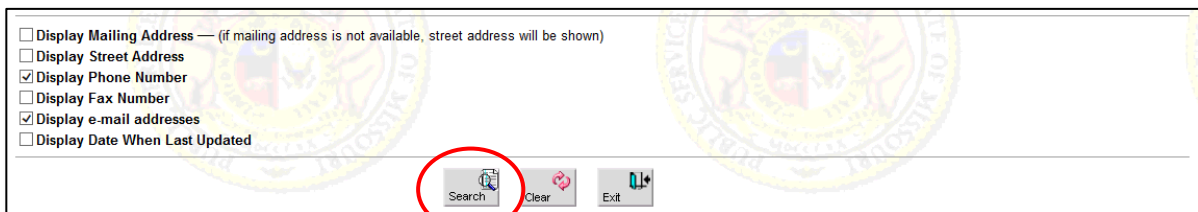


☐ Utility / Company List ☐ Law Firm List

☒ All Contact Types

<input type="checkbox"/> Official Representative	<input type="checkbox"/> Tariff	<input type="checkbox"/> Consumer Services
<input type="checkbox"/> CFO/Comptroller	<input type="checkbox"/> Technical	<input type="checkbox"/> Surveillance
<input type="checkbox"/> In-House Attorney	<input type="checkbox"/> Attorney	<input type="checkbox"/> Consultant
<input type="checkbox"/> Other	<input type="checkbox"/> Regulatory	<input type="checkbox"/> Carrier Billing Relations
<input type="checkbox"/> Annual Report	<input type="checkbox"/> Assessment	<input type="checkbox"/> Interconnection Agreement
<input type="checkbox"/> Data Request	<input type="checkbox"/> Legal	<input type="checkbox"/> Universal Service Fund (USF)

12. Check the box beside the applicable display method needed.
13. Click the '**Search**' button at the bottom of the page once all criteria have been selected to display the '**Company Contact Address Query Results**' screen.



☐ Display Mailing Address — (if mailing address is not available, street address will be shown)

☐ Display Street Address

☒ Display Phone Number

☐ Display Fax Number

☒ Display e-mail addresses

☐ Display Date When Last Updated

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The results are displayed on the 'Company Contact Address Query Results' screen.

Company Contact Address Query Results			
Utility Type: Electric	Registration: All	Status: Active	Reporting Type: All
Electric Missouri, Inc. Jen Doe ATTN: Official Representative Jefferson City, MO 65101 573.634.1234 jen.doe@abclawfirm.com	Electric Missouri, Inc. John Doe ATTN: Official Representative Jefferson City, MO 65101 573.634.1234 john.doe@abclawfirm.com	Electric Missouri, Inc. John Doe ATTN: Tariff Representative * Jefferson City, MO 65101 573.634.1234 john.doe@abclawfirm.com	
Electric Missouri, Inc. John Doe ATTN: Consumer Services Representative * Jefferson City, MO 65101 573.634.1234 john.doe@abclawfirm.com	Electric Missouri, Inc. John Doe ATTN: CFO/Comptroller Representative * Jefferson City, MO 65101 573.634.1234 john.doe@abclawfirm.com	Electric Missouri, Inc. John Doe ATTN: Technical Representative * Jefferson City, MO 65101 573.634.1234 john.doe@abclawfirm.com	
Electric Missouri, Inc. John Doe ATTN: Surveillance Representative * Jefferson City, MO 65101 573.634.1234 john.doe@abclawfirm.com	Electric Missouri, Inc. John Doe ATTN: In-House Attorney Representative * Jefferson City, MO 65101 573.634.1234 john.doe@abclawfirm.com	Electric Missouri, Inc. John Doe ATTN: Attorney Representative Jefferson City, MO 65101 573.634.1234 john.doe@abclawfirm.com	

For additional assistance, please contact the Data Center at 573-751-7496 (local to Jefferson City, MO) or datacenter@psc.mo.gov.